

MEMORANDUM

November 7, 2008

TO: Jennifer Barrett, Director, Department of Finance
FROM: Chris Cihlar, CountyStat Manager
SUBJECT: Finance Performance Plan

The following items were identified for follow-up during the 11/7/2008 CountyStat meeting:

1. Document the budget impact of changing Finance's policy of projecting bond interest rates at 300 basis points above the Consumer Price Index.
Responsible parties: Finance
Other parties involved: None
Deadline: TBD
2. Develop a benchmark of comparable counties to supplement measure #3 "Revenue forecasting."
Responsible parties: Finance
Other parties involved: None
Deadline: December 19, 2008
3. Add two submeasures to measure #5 "Number of second to answer call (Treasury Call Center)": call volume and range by peak and non-peak times of the year.
Responsible parties: Finance
Other parties involved: None
Deadline: December 19, 2008
4. In the Finance performance plan, change the title of and add a more robust description for measure #6 "Number of days to close magic tickets" to clarify the meaning of the measure.
Responsible parties: Finance
Other parties involved: None
Deadline: December 19, 2008
5. Add submeasures to measure #7 "Workers compensation – cost per \$100 of payroll" and to measure #8 "Number of workers compensation cases resulting in lost work time" to break out results by Department to determine whether a particular area warrants further investigation.
Responsible parties: Finance
Other parties involved: None
Deadline: December 19, 2008
6. Develop a benchmark of comparable counties to supplement measure #7 "Workers compensation – cost per \$100 of payroll."
Responsible parties: Finance
Other parties involved: None
Deadline: December 19, 2008

7. Finalize the Finance performance plan.

Responsible parties: Finance

Other parties involved: None

Deadline: December 19, 2008

cc: Timothy Firestine, Chief Administrative Officer
Fariba Kassiri, Assistant Chief Administrative Officer